



INSTRUCTIONAL PARAPROFESSIONALS

Are you Highly Qualified?

All Instructional Paraprofessionals are required to be highly qualified (HQ) to work in the District of Columbia Public Schools (DCPS).

In accordance with the *No Child Left Behind Act of 2001* (NCLB), all Instructional Paraprofessionals must meet the following requirements to become highly qualified:

- Submit a High School Diploma or GED, **and**;
- Submit an Associate's Degree or higher from an accredited college/university, **or**;
- Submit two years of full-time study (minimum of 48 credit hours) at an accredited college/university, **or**;
- Submit an ETS ParaPro Assessment score of 461 or higher.

Tuition/Testing Reimbursement is available for paraprofessionals who need to become highly qualified.

DCPS offers testing reimbursement for the successful completion of **one** test.

Reimbursement Program Eligibility & Guidelines:

- To receive reimbursement, the application must be submitted within 90 days of successful completion of the test.
- Incomplete applications will not be accepted.

The following documents must be attached to the application:

- Original invoice/bill from ETS and original payment receipt as proof of having paid reimbursable charges.
- Official ETS score report indicating a score of 461 or higher on the Parapro Assessment.

Need to take the ParaPro Assessment ?

DCPS Office of Human Resources will administer the online, Internet-based test on the following dates during the SY 2009-10 spring semester:

January 29 February 26 March 26 April 30 May 21 Time 1:00 pm – 4:00 pm

Reserve your seat by sending an e-mail to ask.hrhqunit@dc.gov.

Registration Fee: \$45 ; payable **only** by credit card at the time of testing.

For additional information, contact

Office of Human Resources, Licensure and Highly Qualified Compliance Unit, Phone (202) 442- 4090